

AR
 Fox Meadow Elementary (Nettleton School District)
 2305 Fox Meadow Ln
 Jonesboro AR 72404
 870-910-7817

School Parent and Family Engagement Plan

District Name:	Nettleton Public Schools
Grades Levels:	Pre-K-2
Building Facilitator:	Kelly Hogan
District Coordinator:	Grace Peterson
Percent Free and Reduced Lunch:	70%

Title I Status

- Schoolwide
 Targeted Assistance
 Non-Title I School

Parent and Family Engagement Committee Members

(Select "Repeat" to open more entry fields to add additional team members)

First Name	Last Name	Position
Amy	Floyd	Principal
Scott	Nichols	Assistant Principal
Kelly	Hogan	Library Media Specialist, Parent Involvement Coordinator
Jennifer	Franks	Parent Center Coordinator
James	Harold	Pre-K Parent Representative
Randy	Baker	Kindergarten Parent Representative

Parent and Family Engagement Committee Members

(Select "Repeat" to open more entry fields to add additional team members)

First Name	Last Name	Position
Kimberly	Scutero	First Grade Parent Representative
Irma	Ornelas	First Grade Parent Representative
Stephanie	Virts	Second Grade Parent Representative
Megan	Morris	Second Grade Parent Representative
Randi	Reaves	Special Education Parent

		Representative

1. List various communication strategies used in your school to provide additional information to parents and to increase parent and family engagement in supporting classroom instruction.

- Fox Meadow Elementary will create a website to house classroom websites for each teacher. Homework assignments and pertinent classroom information will be available on classroom websites. Also, parents can access their child's grades using a PIV number they receive at the beginning of the school year. Parents may use e-mail to communicate with members of the school staff. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**
- Each week, all teachers will send home a folder containing student papers and work samples. Parents will be asked to sign the folder and send it back to school. **Person Responsible: Amy Floyd, Principal (870) 910-7817**
- Teachers will routinely contact parents on an individual basis to communicate about their child's progress. **Person Responsible: Amy Floyd, Principal (870) 910-7817**
- The school will provide to parents reports/report cards every nine weeks with information regarding their child's academic progress and upcoming classroom and school events. **Person Responsible: Amy Floyd, Principal (870) 910-7817**
- The school will send brochures home with students and post information on the school website about parent workshops and meetings. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**
- The school will use the student handbook, school website, signage at the school entrance, and parent orientation meetings to educate parents about the school-wide Title I Plan and how to get a copy upon request. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**

2. List the proposed parent meeting, conferences and activities regularly throughout this year and the dates providing flexible meeting times that you have planned to increase parent and family engagement and build staff and parent capacity to engage in these types of efforts. (Must include the 2 state mandated parent/teacher conferences each year.)

Fox Meadow Elementary will schedule no less than two parent-teacher conferences per year, one each semester of the school year.

- October 18th, 2018, 2:00-8:00 P.M.
- March 14th, 2019, 2:00-8:00 P.M.

Person Responsible: Amy Floyd, Principal (870) 910-7817

Other activities that are scheduled for the 2018-2019 school year include:

- August 9th - Open House

- September 7th - MVP Breakfast
- September 18th - A Day in My Shoes (Parent Night)
- October 1st-5th - Spirit Week
- October 15th-19th - Scholastic Book Fair
- October 26th - Fall Festival
- November 16th - Thanksgiving Lunch
- December - Fox Hole Holiday Shoppe
- December - Christmas Parties & Dress-Up Days
- January - 100th Day of School Celebration
- February 7th - Princess and Pirates (Parent Night)
- February 14th - Valentine's Day Parties
- February 25th - March 1st - Read Across America
- March 11th-15th - Scholastic Book Fair
- April 29th - May 3rd - Kickball Tournament
- May 8th - Career Day
- May 9th - Kindergarten Graduation
- May 13th-17th - FUN Week

Person Responsible: Amy Floyd, Principal (870) 910-7817

3. How will your school provide information to parents about volunteer opportunities (must include state mandated parent training)?

- Parents can access information about volunteer opportunities through our Family Center and our Family Center's Facebook Page. **Person Responsible: Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- Parents can obtain the information disseminated at Open House about volunteer opportunities. **Person Responsible: Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- Parents can send direct volunteer requests to the Family Center Coordinator through the Parent Center. **Person Responsible: Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- Parents entering the building will be encouraged to volunteer their services. **Person Responsible: Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- The school will provide instruction to parents on how to incorporate developmentally appropriate learning activities in the home environment, including without limitation: role play and demonstration by trained volunteer, the use of and access to the Department of Education website tools for parents, assistance with nutritional meal planning and preparation and other strategies or curricula developed or acquired by the school district for at-home parental instruction approved by the Department of Education. **Persons Responsible: Kelly Hogan, Parent Involvement Coordinator and Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- Teachers at Fox Meadow elementary shall participate in no fewer than two hours of professional development for designed to enhance the understanding of effective parent and family engagement strategies. Administrators at Fox Meadow Elementary shall participate in no fewer that three hours of professional development designed to enhance understanding of effective parent involvement strategies and the

importance of administrative leadership in setting expectations and creating a climate conducive to parental participation. **Person Responsible: Amy Floyd, Principal (870) 910-7817**

4. How will your school work with parents to create a School-Parent-Compact?

School staff, parents, and students develop a school-parent-compact. This compact will outline how parents, school staff, and students share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high academic standards. All stakeholders will sign the compact. This document is sent home and returned to school in August. The Parent Involvement Coordinator, Kelly Hogan, is responsible for the distribution of this document. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**

5. How will your school provide opportunities for parents to be involved in the development, implementation and evaluation of the school wide school improvement plan, and the Annual Title I Meeting to engage them in the decision-making processes regarding the school's Title I, Part A Program?

- The school will involve parents on school improvement planning committees. To support this process, the school will offer both school staff and parents training on how to contribute to this process in a meaningful way. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**
 - The school will engage parents in decision making about the allocation of its Title I, Part A funds for parent and family engagement. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**
 - To take advantage of community resources, the school shall consider recruiting alumni from the school to create an alumni advisory commission to provide advice and guidance for school improvement. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**
 - The school shall enable the formation of a Parent Involvement Committee or organization that will foster parental and community involvement within the school. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**
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6. How will your school provide resources for parents?

- Parents may check out materials, use the computer to check grades, and visit educational Web sites. Parents will be encouraged to view the Title I Plan located in the parent resource center or media center. A suggestion sheet will also be available for parental input. The school will open the resource center at hours that are convenient to parents. **Person Responsible: Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- The school will create a Parent Center. **Person Responsible: Jennifer Franks, Parent Center Coordinator (870) 910-7817**

- The school will distributed Informational packets each year that includes a copy of the school's parent and family engagement plan, survey for volunteer interests, recommended roles for parents/ teachers/students and school, suggestions of ways parents can become involved in their child's education, parent and family engagement activities planned for the current school year and information about the system that will be used to allow parents and teachers to communicate. **Persons Responsible: Kelly Hogan, Parent Involvement Coordinator and Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- The school will promote and support responsible parenting. The school shall, as funds are available, purchase parenting books, magazines, and other informative materials regarding responsible parenting through the school library, advertise the current selection, and give parents the opportunity to borrow the materials for review. **Persons Responsible: Kelly Hogan, Parent Involvement Coordinator and Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- The school will Include in the school's policy handbook the school's process for resolving parental concerns, including how to define a problem, whom to approach first, and how to develop solutions. **Person Responsible: Amy Floyd, Principal (870) 910-7817**

7. How will your school engage parents in the evaluation of your parent and family engagement efforts?

FME will engage parents in the annual evaluation of the Title I, Part A Program's parent involvement efforts through an annual evaluation using a comprehensive needs assessment filled out by teachers, parents, and school staff. This evaluation will be disseminated and data will be gathered during the spring semester. This will be the Parent Involvement Coordinator's responsibility. The Title I committee, made up of teachers, parents and school staff, will determine the effectiveness of the parent involvement efforts and make changes if warranted. While collecting evidence about satisfaction with the program and the school's efforts to increase parent involvement will be a part of the evaluation, the survey will also collect specific information on the (1) growth in number of parents participating in workshops and meetings; (2) specific needs of parents; (3) effectiveness of specific strategies; and (4) engagement of parents in activities to support student academic growth. **Person Responsible: Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**

8. How will your school use the parent interest surveys to select, plan and implement parent and family engagement activities that will be offered throughout the year?

- The school will ask parents to fill out a parent interest survey during the fourth nine weeks of the school year to get information from parents concerning the activities they feel will be most beneficial in the efforts to support their child academically. **Persons Responsible: Kelly Hogan, Parent Involvement Coordinator and Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- The school will use the results of the parent interest survey will be used to plan the parent and family engagement activities for the year. **Persons Responsible: Kelly Hogan, Parent Involvement Coordinator and Jennifer Franks, Parent Center Coordinator (870) 910-7817**
- The school will evaluate the activities that were suggested by the parents at the end of the year as part of the annual parent and family engagement plan evaluation. **Persons Responsible: Kelly Hogan, Parent Involvement Coordinator and Jennifer Franks, Parent Center Coordinator (870) 910-7817**

- The school will sponsor workshops to inform the parents of high school students about how to be involved in the decisions affecting course selection, career planning, and preparation for post-secondary opportunities. **Persons Responsible: Kelly Hogan, Parent Involvement Coordinator and Jennifer Franks, Parent Center Coordinator (870) 910-7817**

9. When will your school plan the Annual Title I Meeting that must be conducted separately? (It CANNOT be held in conjunction with any other meetings or activities.)

- The school will conduct an Annual Title I Meeting for parents of the students who participate in the Title I, Part A Program. **Persons Responsible: Amy Floyd, Principal and Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**
- The school will hold their annual Title I meeting separate from any other meetings or activities to ensure that they have ample time to provide a description/explanation of school curriculum, information on forms of academic assessments used to measure student progress and information on proficiency level students are expected to meet. **Persons Responsible: Amy Floyd, Principal and Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**
- For each Title I, Part A School, an Annual Title I Meeting must be conducted. The agenda, the sign-in sheet and the minutes for this meeting must be generated separately from any other events and kept on file in the school's office. **Persons Responsible: Amy Floyd, Principal and Kelly Hogan, Parent Involvement Coordinator (870) 910-7817**

**After completion of this form, the school should to the district for review, feedback, and approval. Once approved, the school is required to post their School Parent Plan on their website.*

District Feedback:

	Attention: Changes Needed!	In Compliance	Comments	Date of Feedback
1. Communication Strategies:	<input type="checkbox"/>	<input type="checkbox"/>		
2. Annual Schedule:	<input type="checkbox"/>	<input type="checkbox"/>		
3. Volunteer Opportunities:	<input type="checkbox"/>	<input type="checkbox"/>		
4. School-Parent-Compact:	<input type="checkbox"/>	<input type="checkbox"/>		
5. Involvement/Schoolwide Planning:	<input type="checkbox"/>	<input type="checkbox"/>		
6. Resources for Parents:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
7. Evaluation of Efforts:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
8. Parent Survey:	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
9. Annual Title I Meeting:	<input type="checkbox"/>	<input type="checkbox"/>		

